Martin Schweikert

Personal Data

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Summary of Experience

- IT allrounder with extensive experience in pharmaceutical and health care environments. Focus on software development, support (all levels) and user training
- Excellent problem solver with strong analytical mind
- Good team player, love to work in international teams
- Excellent authoring skills

Skills

IT Skills

Programming languages	Java, C, Visual Basic, LISP, Pascal, Prolog
Scripting languages	SQL, Python, Perl, JavaScript, PHP, UNIX Shells, PowerShell, DOS Shell
Markup languages	XML, HTML, CSS, LaTeX
Operating systems	UNIX System V (various derivatives), Linux (various derivatives), Microsoft client and server operating systems
Databases	Oracle, MySQL, PostgreSQL
Applications	Perkin Elmer Electronic Laboratory Notebook, eGroupware, MS Office, Documentum, various Documentum based document management systems

Languages

German	Mother tongue
English	Fluent
French	Basic knowledge

WORK EXPERIENCE

Since 2011	**Senior Scientific Consultant** at D-PLOY (SCHWEIZ) GMBH, Kaiseraugst, Switzerland
Client	NOVARTIS PHARMA SCHWEIZ AG, DEVELOPMENT INFORMATICS, Basel, Switzerland
Areas of responsibility	**Second Level Support for** PERKIN ELMER'S *Electronic Laboratory Notebook*

- Support of the application (globally used) and the IT infrastructure
- Deputy of the NOVARTIS IT application owner
- Single point of contact for business application owner, admin users, super users and vendor
- Authoring manuals and procedures for admin users, super users and users
- As the leader of the support team, authoring technical manuals and procedures for the team to ensure a continuous excellent support although team members were exchanged frequently
- Training of new support team members, development of training material
- Coordinating application vendor and external service providers (*Windows* servers, *Linux* servers, *Oracle* databases)
- Authoring complex scripts (*XML, SQL, Python, Perl, UNIX shell*) to simplify routine work and fulfill business application owner's requests for standard and non-standard reports
- Maintaining materialized views in *Oracle* databases
- Developing a software (*Java*) that enabled team members with next to no knowledge about the application to successfully complete support tasks and to create standard and non-standard reports. This software made it possible to run the support with only 1.5 FTE for 7 years in spite of a steadily growing user community
- Implementing online collaboration application *eGroupware*. This application ensured a continuous excellent support, while the company ticketing system was replaced three times
- Involved in two major application upgrades, in close collaboration with vendor and external service providers
- When the support was outsourced to India: Authoring of operational handbook, knowledge transfer to and training of the new support organisation

Area of responsibility	**Laboratory IT Support**
	• Implementing a project management system (both technical and business logic) on the basis of *eGroupware* for D-ploy internal use
	• Computerised System Validation
	• Authoring of GxP relevant documents
	• Planning and preparing the migration of lab PCs to *Windows 10*
Client	BioNTech SE, Mainz, Germany
Area of responsibility	**IT Service Desk Agent**
2010-2011	**IT Consultant**
Client	Jobfactory, Basel, Switzerland
Area of responsibility	Evaluation of CRM software solutions, preparing the implementation of the optimal candidate.
2008-2010	**Documentum Manager** at Actelion Pharmaceuticals Ltd., Allschwil, Switzerland
Areas of responsibility	• Implementing all components of the *Documentum* based *FirstDoc FDRD* Electronic Document Management System above operating system level with subsequent technical system administration
	• Developing an all-embracing training concept for this application
	• Creating a training manual and training the key users
1999-2008	**Systems & Applications Engineer** at Solfit AG, Basel, Switzerland
Client	Actelion Pharmaceuticals Ltd., Allschwil, Switzerland
Areas of responsibility	• Technical system administration of *FirstDoc FDRD*, an Electronic Document Management System in a global content management project
	• Developing an interfaces between *FDRD* and *Oracle* databases for data transfer
	• Authoring of GxP relevant documents (SOPs, TOPs, Working Instructions, Application Restore Plan, Periodical Review Plan etc.)
	• Taking over tasks from the Business System Administrator, including the complete *FDRD* user management (based on a problematic *LDAP* import)
	• Support of the *FDRD* user community
	• Implementing a *Documentum* based Electronic Document Management System for the Legal Department, including subsequent technical system administration

Client	F. Hoffmann-La Roche Ltd., Basel, Switzerland
Areas of responsibility	• Installation, configuration and administration of the *Documentum* based Electronic Document Management System *Active Compliance* and its successor *FirstDoc FDGMP* in a global content management project
	• Authoring GxP relevant documents for the *FDGMP* project documentation
	• Developing software tools for the configuration and administration of *Documentum* docbases in *Java* and *Visual Basic*
	• IT Application Support Manager for a *Documentum* based application used for the administration of CAD drawings; maintaining the system in close cooperation with the *Citrix* team; maintaining and enhancing the software written in *Visual Basic*; supporting the user community
	• Evaluating and implementing of collaboration tools (*eGroupware*) to support the team in their daily work
Client	Novartis Pharma Schweiz AG, Basel, Switzerland
Areas of responsibility	• Implementing and maintaining of business logic, including workflows and lifecycles in technical documentation, chemical substances and regulatory affairs on the basis of *Documentum* docbases, including software development in *Visual Basic*
	• Installing, configuring and administrating *Documentum* docbases on the basis of the *Oracle* RDBMS
1987-1999	**Software Developer** at Computer Partner Paschmann GmbH, Oberhausen, Germany
Areas of responsibility	• Developing and maintaining *PAS*, the market-leading software package for cytologists and pathologists in *C* under *UNIX* on the basis of the *UNIFY* RDBMS; including a most complex billing system and interfaces to hospital information systems according to various data exchange standards, among them *SAP* and *HL7*
	• Supporting the user community of *PAS* in Germany and Switzerland
	• System administration of company and customer IT infrastructure (*UNIX*)
	• Maintaining the company software development infrastructure: editors, compilers and utilities of the *GNU* project; implementing new *Gnu Emacs* functionality in *eLisp*

TRAININGS

Continuously	Numerous NOVARTIS and D-PLOY trainings about IT Security, ITIL, GxP
2019	Chromeleon 7.2 IT Administrator Course
2014	ITIL® Foundation
2013	PRINCE2® Foundation (Project Management)

EDUCATION

1981-1984	**Wissenschaftliches Bibliotheks- und Dokumentationswesen** (Scientific Librarianship and Documentation Science) at FACHHOCHSCHULE FÜR ÖFFENTLICHE VERWALTUNG, Stuttgart, Germany.
	This program of study imparts the knowledge of science information brokerage and the conception, implementation and operation of literature databases.
	Degree: Diplom-Dokumentar